

Military Surface Deployment & Distribution Command

GFM DISCREPANCY IDENTIFICATION SYSTEM (DIS)

Mr. David Jones Mr. Andrew Wallace 29 Jan 13





GFM DIS AGENDA



- What is DIS?
- How to access DIS?
- GFM Main Menu
- Dashboard
- DIS Capabilities Overview
- GFM Help Desk Support
- Questions



GFM DIS WHAT IS DIS?



- DIS is used to electronically generate the DD Form 361
 Transportation Discrepancy Report (TDR) which records and tracks shipment discrepancies
- DIS automates email requests for information between shippers, receivers, carriers, and third parties.
- The Defense Finance and Accounting Services (DFAS) uses TDRs generated through DIS to settle claims for discrepant shipments.



GFM DISHOW TO ACCESS DIS?



- Access to all SDDC software applications is via the Electronic Transportation Acquisition (ETA) single sign-on portal.
- Register for an ETA login ID at: https://eta.sddc.army.mil to request a GFM User role.
- Log into ETA
- Under "My Approved Applications" click the <u>GFM link</u> to display the GFM Main Menu
- Click the <u>Discrepancy Identification System</u> button
- The DIS "Dashboard" displays



GFM DIS GFM MAIN MENU





Global Freight Management

Help Desk: Toll Free (800) 462-2176 (Option 3 for GFM, Option 6 for ETA) | Commercial (618) 220-7332 | DSN 770-7332

SDDC Web Site | Email GFM Help Desk | Email GFM Training | Email ETA Admin

Applications

FAST

Small Package Express

Spot Bid

Shipper's Export Declaration

Site Configuration

Bill of Lading View

Discrepancy Identification System

Transportation Facilities Cuide

Approved Carrier List

Rate Ouotation

CAVS

CAVS Downloads

Training

Training Overview & Guides

Online User Manuals/Help Files >

Register for Webinars

Self-Paced Training Modules >

Simulator Practice Exercises

Message of the Day

02/27/2012 17:04 Central

IMPORTANT INFORMATION FOR ALL GFM SIMULATOR USERS:

GFM SIMULATOR will be unavailable to all users on **Tuesday February 28**, **2012 from 1500 HRS Central until 1600 HRS Central** for system maintenance. During this time, the GFM Simulator will be offline to all users.

◆ Click the DIS button to display the DIS Dashboard
We apologize for any inconvenience this may cause you.

02/24/2012 13:16 Central

Important information for FAST and Spot Bid users!

When inputting seal or Serial numbers, ensure that they are at least 2 characters in length. Using Seal or Serial numbers that are less than 2 characters will result in the shipment not processing properly in PowerTrack.

02/21/2012 15:54 Central

IMPORTANT INFORMATION FOR ALL GFM USERS

GFM will be unavailable to all users on Saturday February 25, 2012, from 5PM to 11:45PM Central time for system



GFM DIS DASHBOARD



- The Dashboard affords users quick and easy access to TDR status via the status windows:
 - In Progress (partial or complete but not sent)
 - Awaiting Reply (awaiting recipient's reply)
 - Awaiting Review (replies awaiting review by originator)
 - In Claims (awaiting adjudication)
 - Awaiting Close (ready for originator to close)
- To expand lists larger than the window, click the ▲ on the right of the window header
- Other roles (e.g., carrier) can not view all status windows
- A summary of all statuses displays under Important Messages



GFM DISSEARCH FEATURE

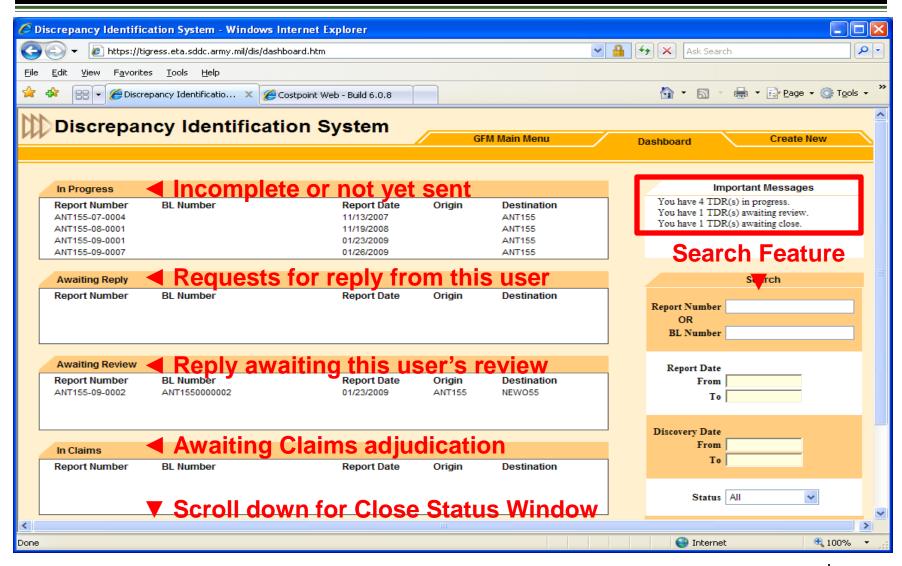


- Users can search for one or multiple TDRs using:
 - Report or Bill of Lading (BL) Number
 - Date of TDR
 - Discovery Date of Discrepancy
- Enter search criteria
- Filter by Status using drop-down list
- Click <u>Search link</u> at bottom of the page



GFM DIS DASHBOARD







GFM DISCREATING A NEW TDR



- Click the **Create New** link at the top of the screen
- The Report Identifier screen will display
- Any field name that is UNDERLINED has a SEARCH capability:
- 1.Click the underlined field to access the search screen. For example, click **Reporting Activity**, **Consignor**, **Consignee**, **Shipper** or **TDR Addressee** to search for a DODAAC.
- 2.Enter search criteria and click the **Search** button.
- 3. Click the desired result to enter the data.



GFM DIS CREATING A NEW TDR

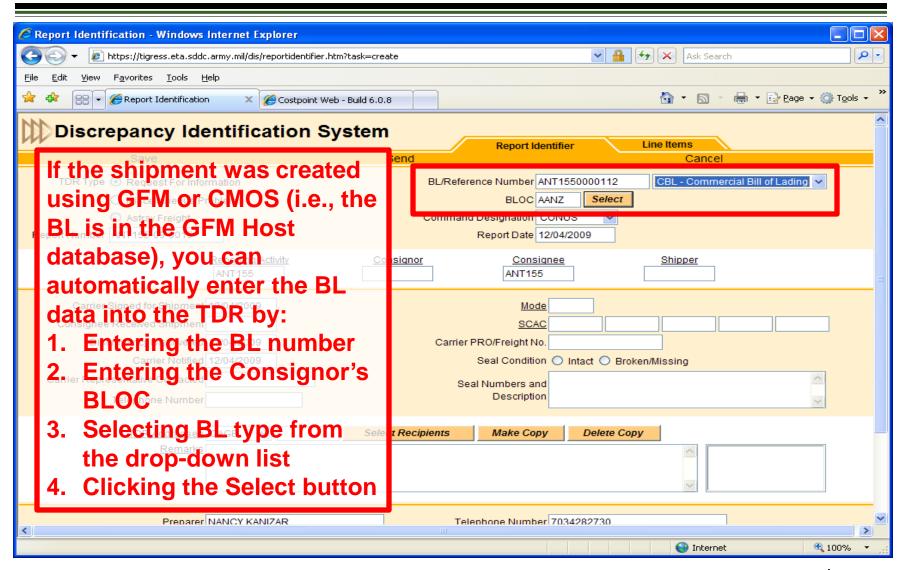


Report Identification - Windows Internet Explorer						
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Discrepancy Identification System Report Identifier Line Items						
Save Send	Cancel					
TDR Type Request For Information	BL/Reference Number GB - Government Bill of Lading					
Miscellaneous Problems	BLOC Select					
Astray Freight Report Number ANT155-09-0014	Command Designation CONUS Report Date 12/04/2009					
Reporting Activity Consigner ANT155	or <u>Consignee</u> <u>Shipper</u> ANT155					
Carrier Representative Contacted Discrepancy Discovered 12/04/2009 Carrier Representative Contacted Report Nu	ome fields reflect default data. Imber is system-generated, but can be Seal Number HANGED. t Date defaults to today, but can be sipients Mak CHANGED.					
Preparer NANCY KANIZAR	Telephone Number 7034282730					
Done						



GFM DIS AUTOMATED DATA ENTRY



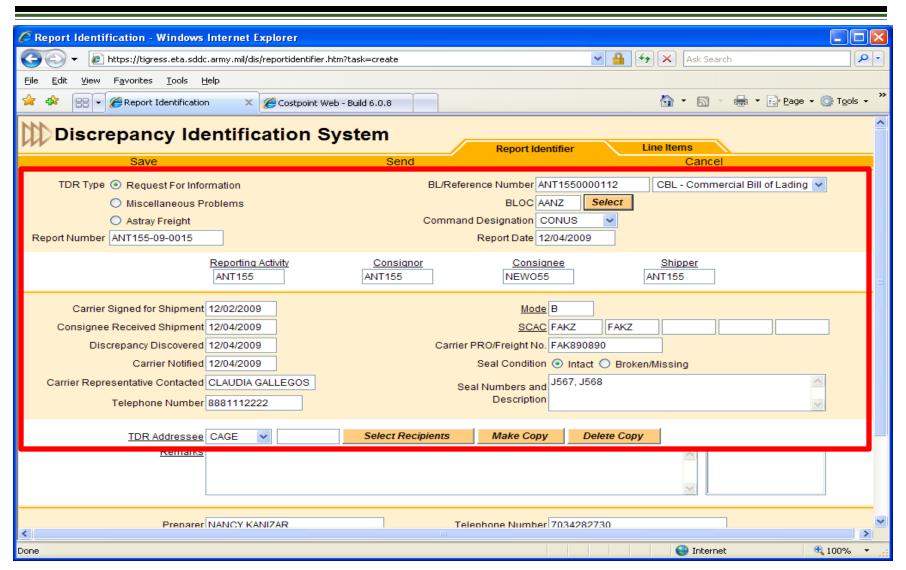




GFM DIS



COMPLETE REPORT IDENTIFIER SCREEN





GFM DISTDR ADDRESSEE PROCESS



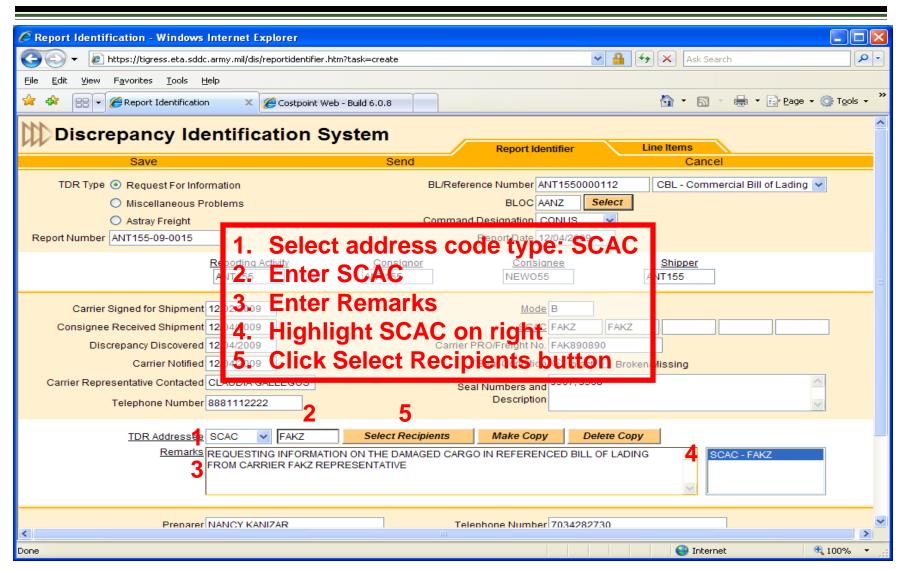
- 1. On the Report Identifier Screen, select address code type from TDR Addressee drop-down list.
- 2. Enter the address code (DODAAC, etc.) or search by clicking on **TDR Addressee**.
- 3. Enter remarks in the Remarks field or click **Remarks** to select standard remarks.
- 4. With the address code highlighted on the right, click the **Select Recipients** button.
- 5. Select **individual TDR recipients** and click the **Save** button.
- 6. To send another email, click the **Make Copy** button and repeat these steps.



GFM DIS



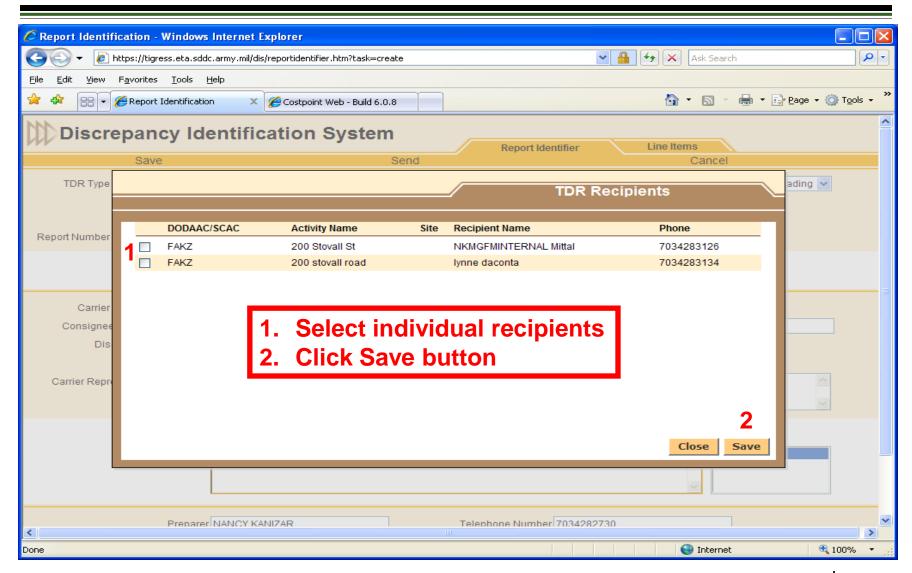
1st ADDRESSEE: CARRIER





GFM DIS SELECT CARRIER RECIPIENTS



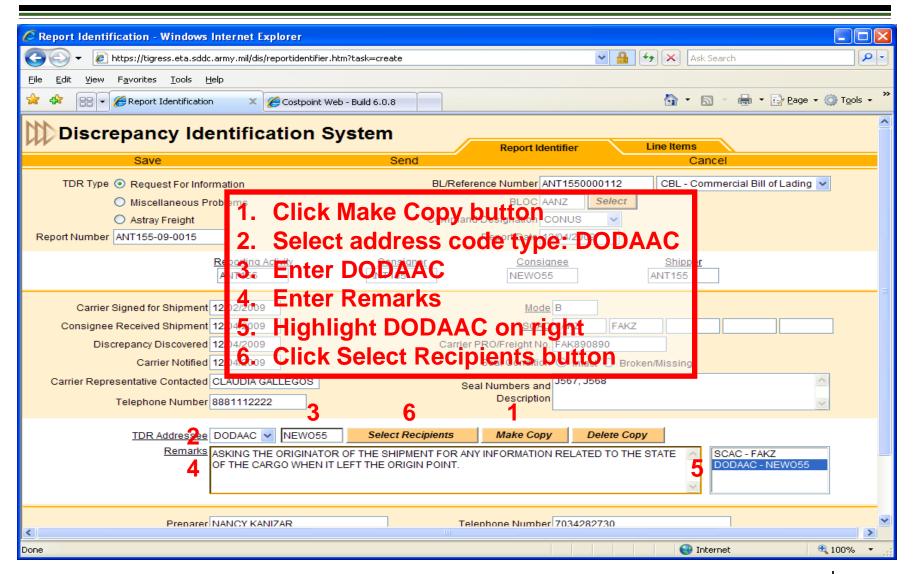




GFM DIS



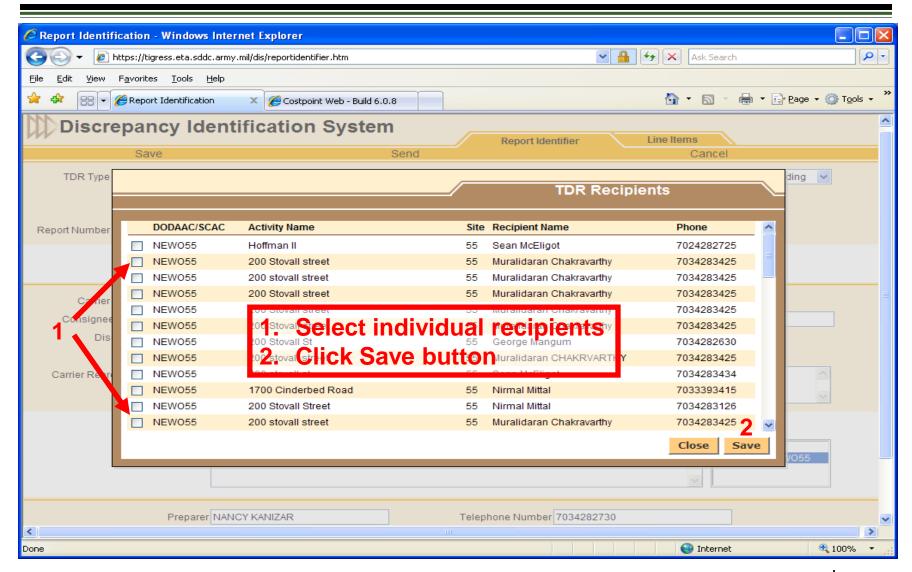
2nd ADDRESSEE: SHIPPER





GFM DIS SELECT SHIPPER RECIPIENTS







GFM DIS LINE ITEMS SCREEN

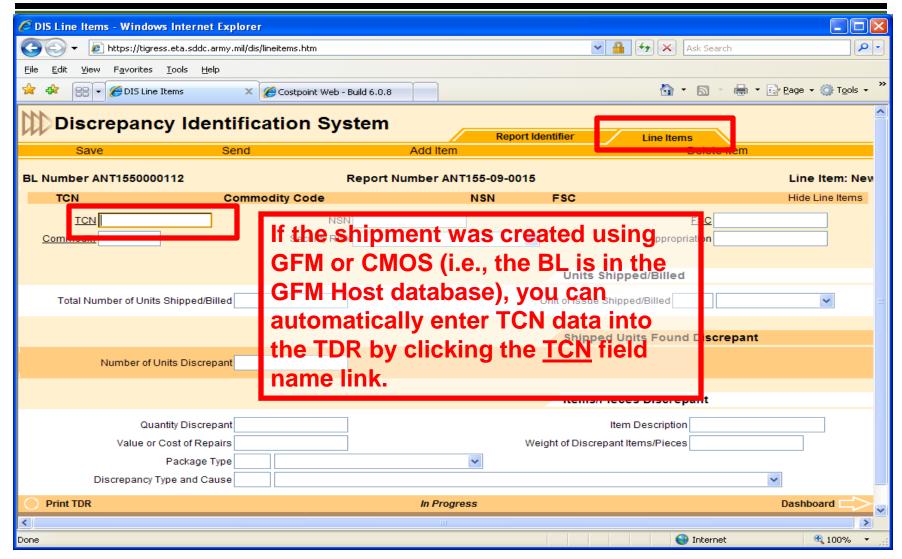


- After selecting recipients, click the <u>Line Items</u> link to display the Line Items screen.
- Enter the discrepant information for the line item.
- Click the <u>FSC</u> or <u>Commodity</u> field names to use the search feature to enter the appropriate code.
- To add another TCN, click the <u>Add Item</u> link to display a new, blank Line Items screen.
- Upon entry of all line item information, click the <u>Send</u> link. DIS displays the TDR in the Awaiting Reply status windows of all recipients and sends each an email requesting they review the TDR.



GFM DIS LINE ITEMS SCREEN

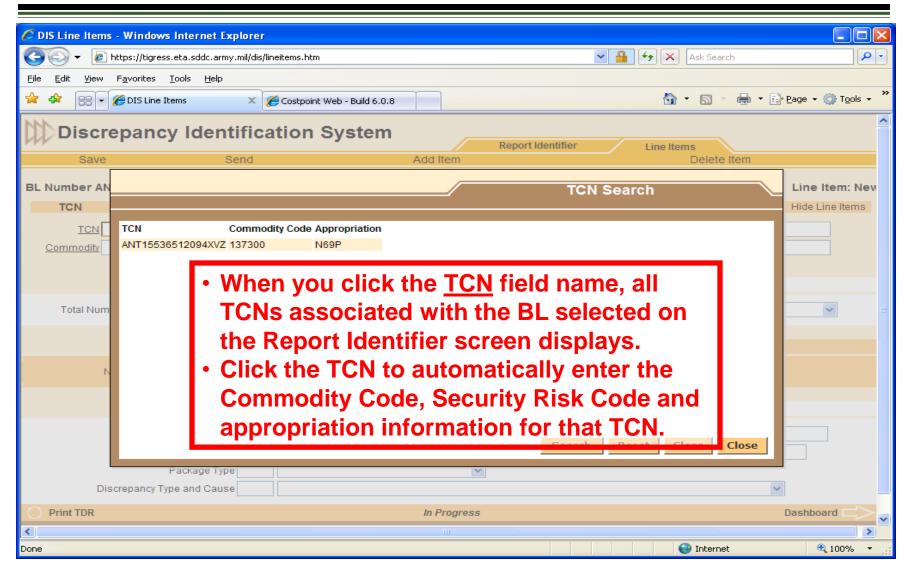






GFM DIS TCN SELECTION







GFM DIS COMPLETED LINE ITEMS SCREEN



DIS Line Items - Windows Internet Expl	lorer			
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Discrepancy Identi	fication System	// Report Id		^
Save Ser	nd	Add Item	Delet	te Item
BL Number ANT1550000112	Report	Number ANT155-09-0015		Line Item: Nev
TCN Co	mmodity Code	NSN	FSC	Hide Line Items
TCN ANT15536512094XVZ Commodity 137300	NSN Security Risk UNCO	NTROLLED/UNCLASSIFIED V	<u>FSC</u> Appropriation	8010 N69P
			Units Shipped/Billed	
Total Number of Units Shipped/Billed	8		Unit of Issue Shipped/Billed SD	Skid
			Shipped Units Found Disc	crepant
Number of Units Discrepant	2			
			Items/Pieces Discrepant	
Quantity Discrepant	7		Item Description EPO	XY TUBS
Value or Cost of Repairs 2	210	We	ight of Discrepant Items/Pieces 70	
Package Type	TB TUB	~		
Discrepancy Type and Cause I	DQ ROUGH HANDLING			<u> </u>
Print TDR		In Progress		Dashboard 🗆
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Done			(a) Inter	net 🔍 100% 🔻 🛒



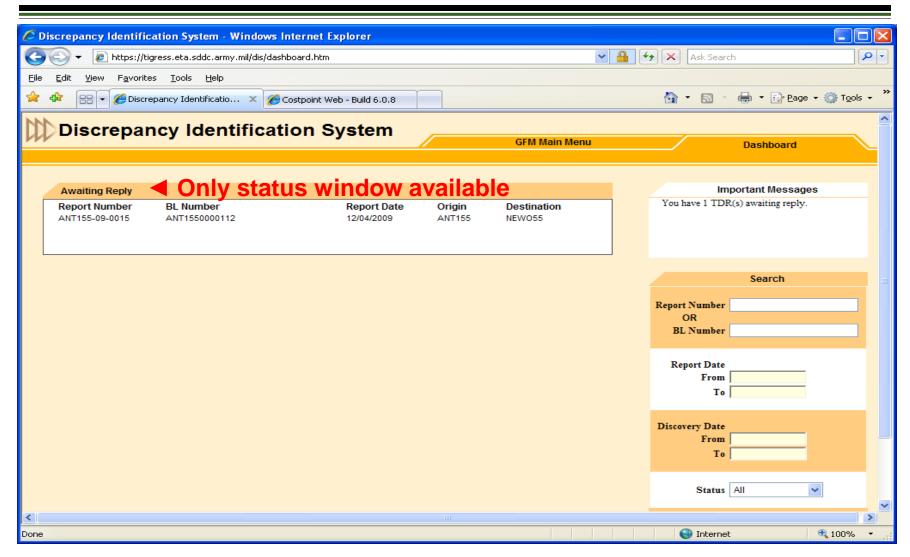
GFM DISRESPOND TO AN RFI



- When the originator submits the TDR Request for Information in DIS, the system sends each selected recipient (carrier, originating shipper, etc.) an email requesting they review the TDR.
- The TDR shows in the Awaiting Reply status window of each recipient.
- Recipients review the TDR, enter a reply with relevant shipment information and submits back to the originator.

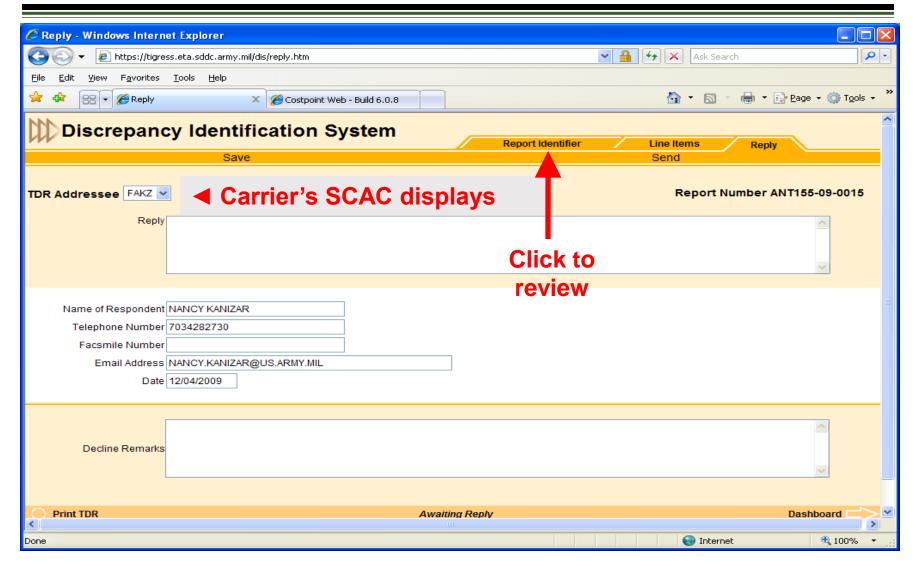






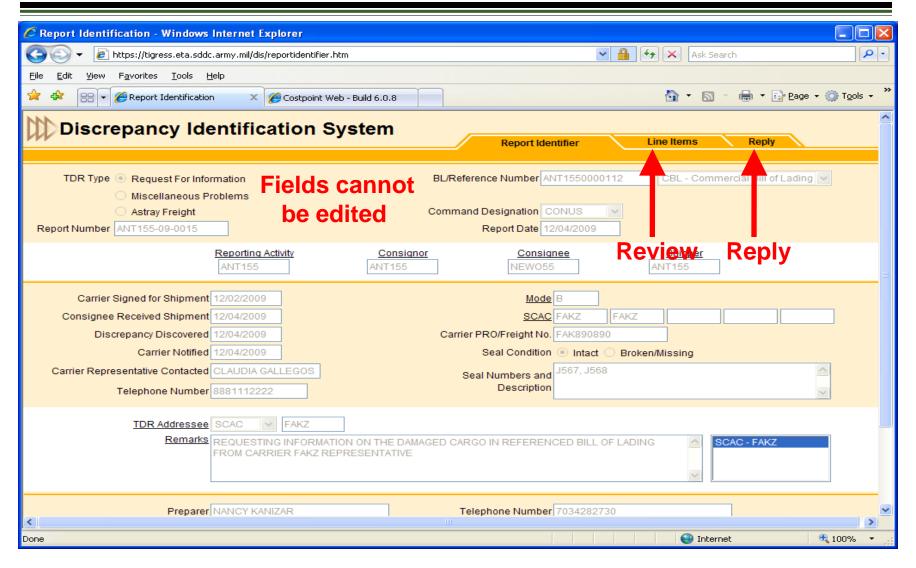






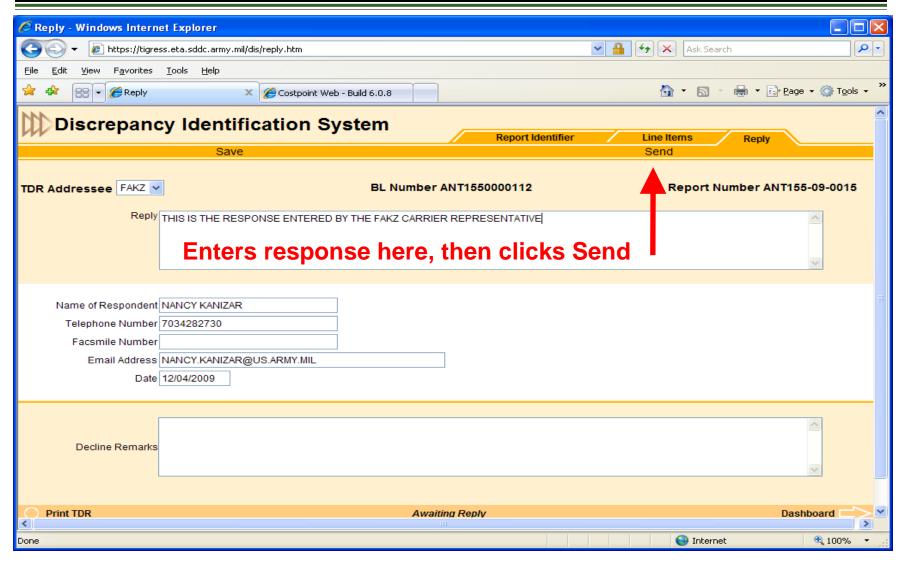














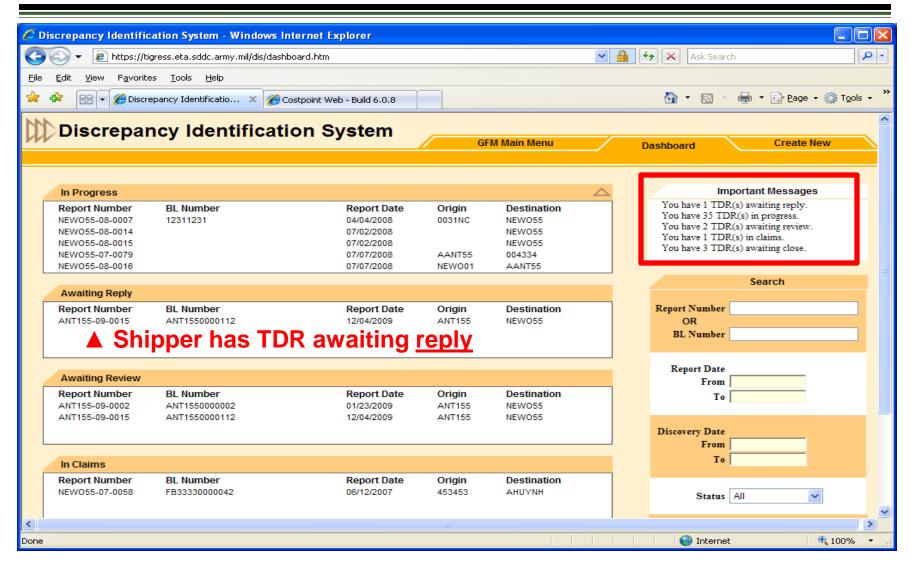
GFM DISSHIPPER REPLY PROCESS



- Shippers can be both originators of TDRs and recipients of RFIs.
- As a TDR recipient, the shipper's process mirrors the carrier process:
 - Recipient shipper gets an email requesting review of the TDR.
 - TDR shows up in the Awaiting Reply status window of the recipient shipper.
 - Recipient shipper opens the TDR, reviews, enters a reply, and sends back to originator.

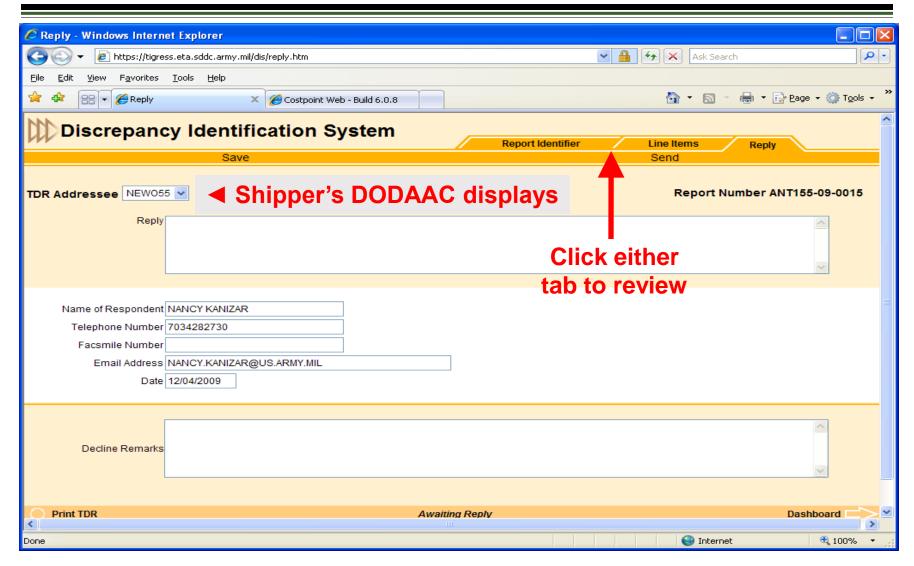












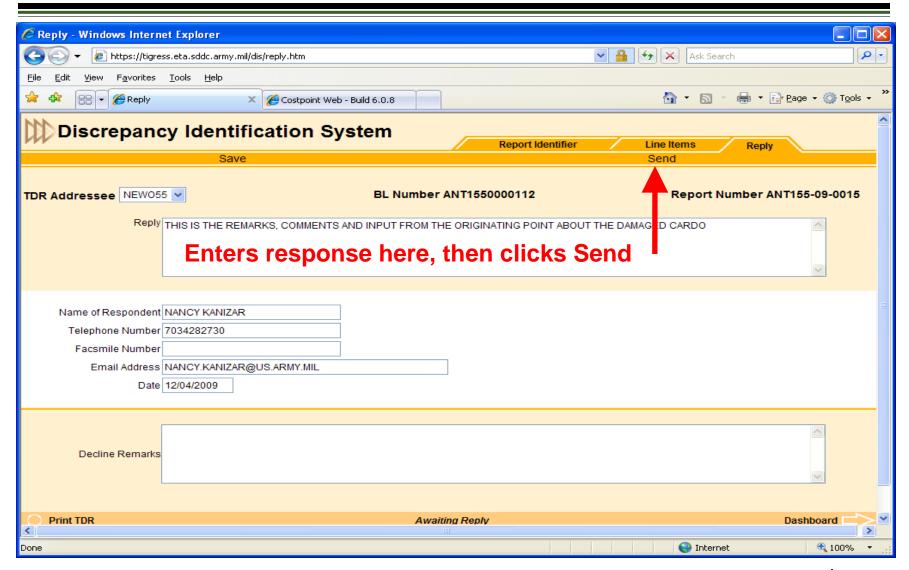




DIS Line Items - Windows Internet Explorer					
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😭 🕸 🔡 🔻 🏉 DIS Line Items 🗙 👔	Costpoint Web - Build 6.0.8			Page ▼ ۞ Tools ▼	
Discrepancy Identifica	ation System	Report Identifier	Line Items Repl	y Part II	
BL Number ANT1550000112	Report Number ANT	55-09-0015	1	Line Item 1	
TCN ANT15536512094XVZ	Commodity Code 137300	NSN	FSC 8010	Hide Line Items	
TCN ANT15536512094XVZ	NSN		<u>FSC</u> 8010		
Commodity 137300	Security Risk UNCONTROLLED/UNC	LASSIFIED 🗸	Appropriation N698	nlv	
Commodity 137300 Security Risk UNCONTROLLED/UNCLASSIFIED Appropriation N69 Reply Fields cannot be edited Units Shipped/Billed					
Total Number of Units Shipped/Billed 8		Unit of Issue Shi	pped/Billed SD Skid	¥	
		Shipped I	Units Found Discrepant		
Number of Units Discrepant 2					
		ltems/Pie	ces Discrepant		
Quantity Discrepant 7		Ite	em Description EPOXY TUBS		
Value or Cost of Repairs 210.0		Weight of Discrepan	nt Items/Pieces 70.0		
Package Type TB		*			
Discrepancy Type and Cause DQ	ROUGH HANDLING			<u> </u>	
Print TDR	Awaiting Re	view		Dashhoard >	
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GFM DISPROCESSING REPLIES

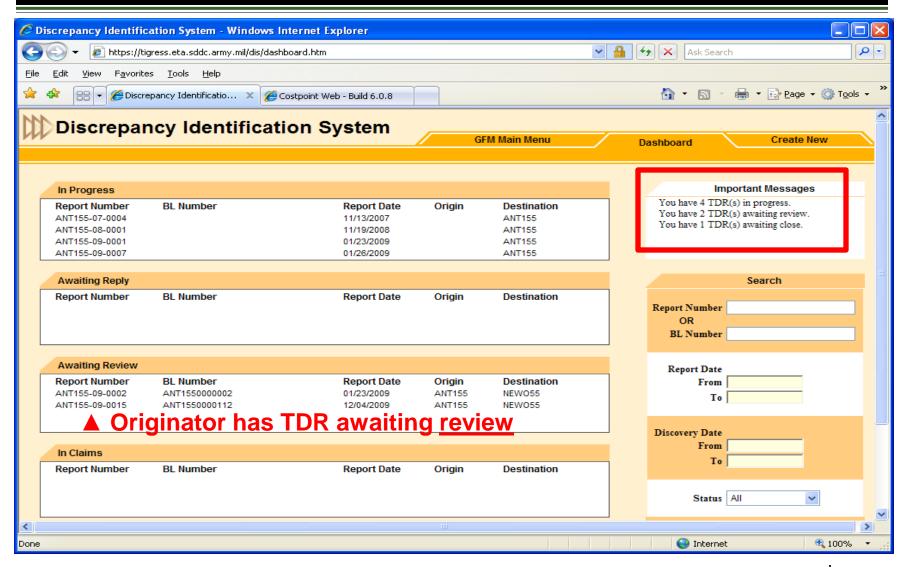


- When TDR recipients send replies, the originator of the TDR gets a notification email
 - TDR can be found in the Awaiting Review status window on the originator's DIS Dashboard.
- The originator reviews different replies by selection of each recipient's DODAAC, SCAC, etc. from the TDR Addressee drop-down list.
- The originator can decline to include a reply in the report to claims by clicking **Reject** and entering **remarks**.



GFM DISPROCESSING REPLIES

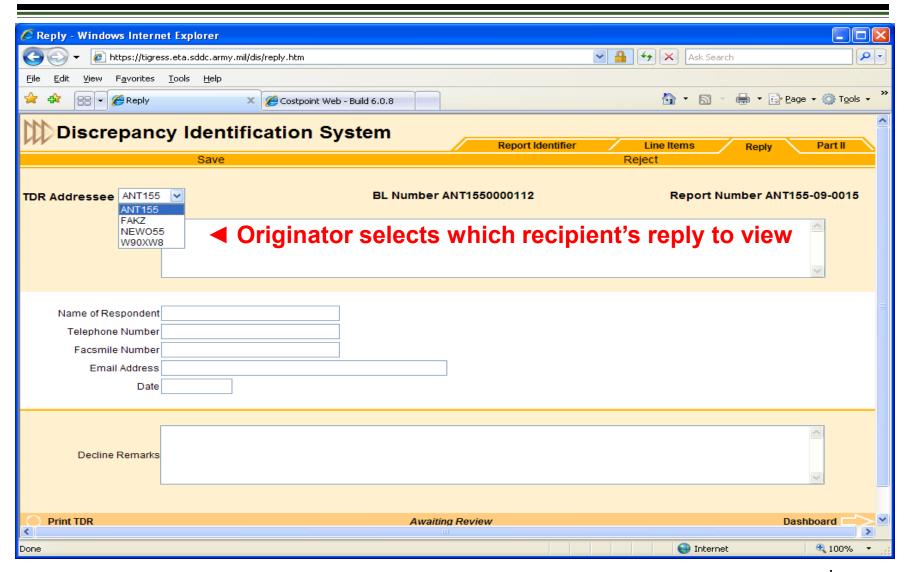






GFM DIS REVIEWING REPLIES

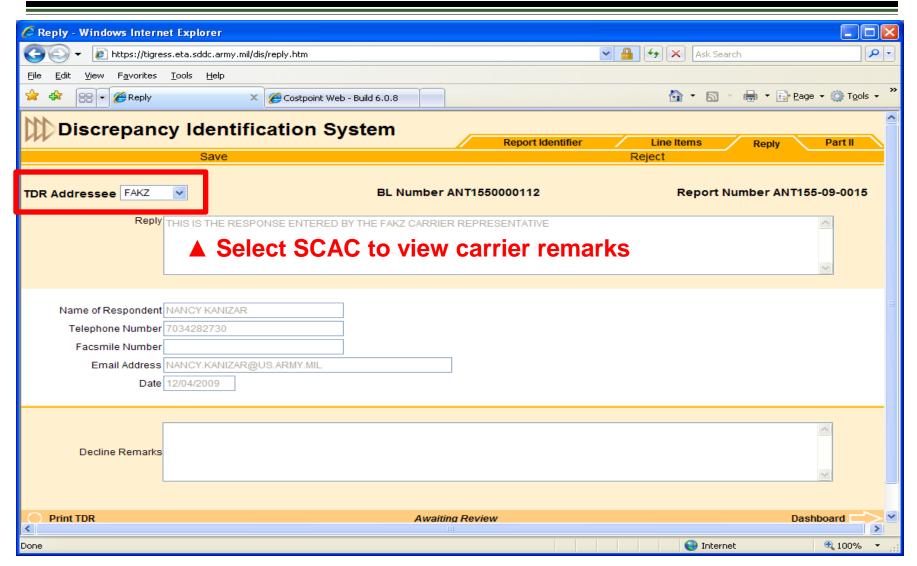






GFM DIS CARRIER REPLIES



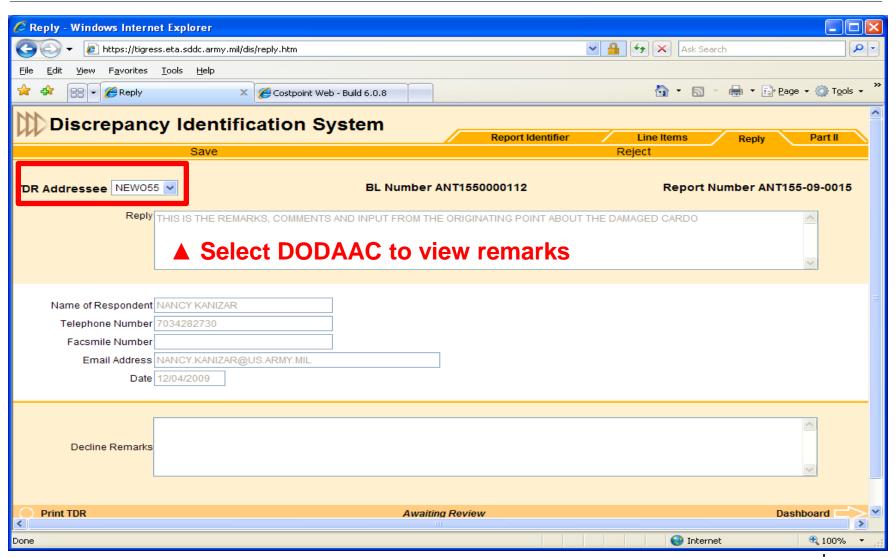




GFM DIS



ORIGINATING SHIPPING OFFICE REPLY





GFM DIS DECLINE A REPLY



Reply - Windows Internet Explo	rer		
◆ land https://tigress.eta.sdo	dc.army.mil/dis/reply.htm	✓ ♣ ★ Ask Search	
<u>File Edit View Favorites Tools H</u> elp			
Reply	X Costpoint Web - Build 6.0.8	🚰 🔻 🔝 🕆 🖶 🔁 Page 🕶 🚳 Tools 🕶 🦥	
Discrepancy Identification System Report Identifier Line Items Reply Part II			
S	Save	Reject	
TDR Addressee ANT155	BL Number ANT1550000112	Report Number ANT155-09-0015	
1) Select whi	ch reply to decline.	3) Click Reject link.	
Name of Respondent Telephone Number Facsmile Number Email Address Date			
THIS IS JUSTIFICATION FOR WHY I AM DISMISSING THE COMMENTS MADE BY THIS RESPONDER AND NOT INCLUDING THEM IN THE TOR 2) For historical purposes, enter the reason for declination of remarks			
Print TDR	Awaiting Review	Dashboard >	
Done		€ Internet € 100% ▼	



GFM DISPREPARING THE TDR FOR CLAIMS

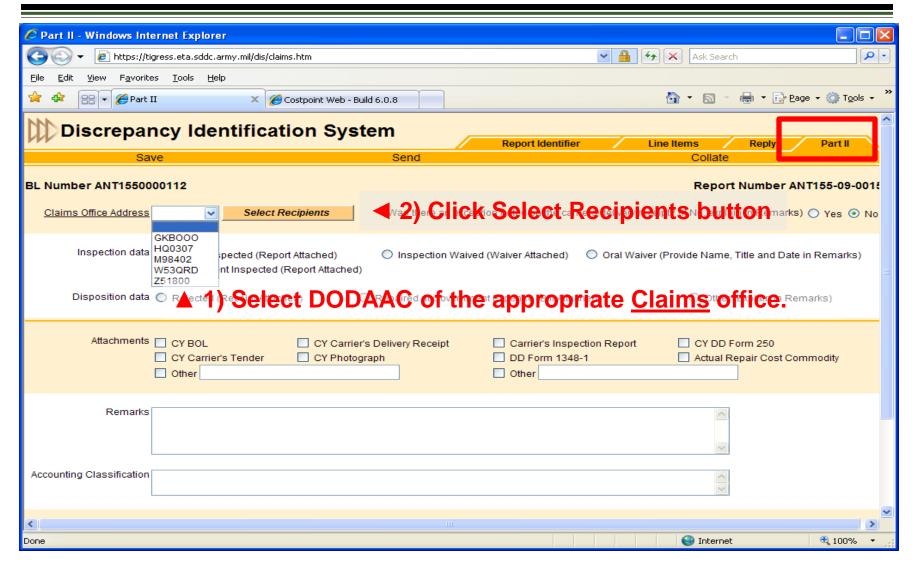


- After review of all replies, the TDR originator completes Part II in preparation for Claims submission.
- Selection of Claims recipients is similar to selection of "TDR Addressees" to create RFIs.



GFM DISSELECTING CLAIMS RECIPIENTS

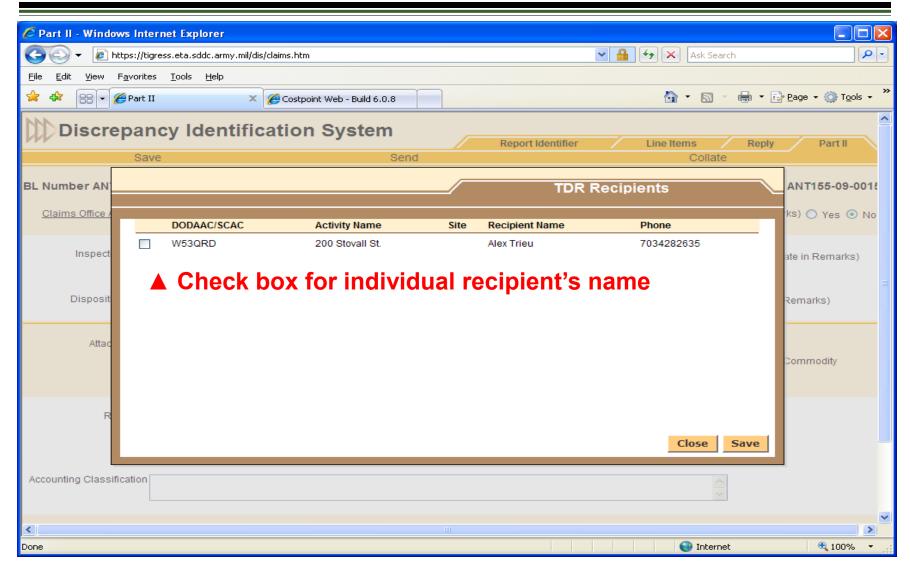






GFM DISSELECTING CLAIMS RECIPIENTS







GFM DIS COMPLETING PART II

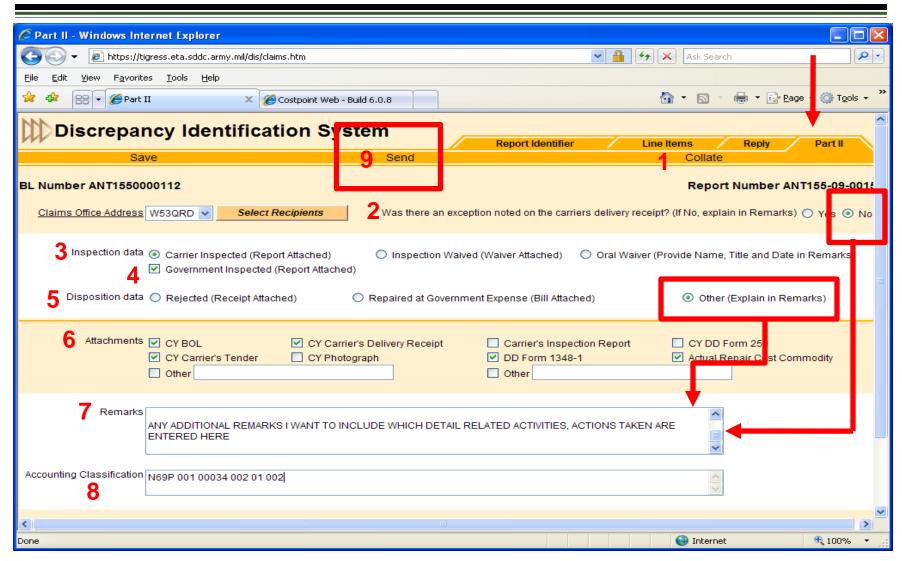


- After selection of appropriate Claims recipients, enter Part II info:
 - 1. Click the **Collate** link to display all replies previously received in the **Remarks** field.
 - 2. Was an exception noted on carrier's delivery receipt? If No, you must enter **remarks**.
 - 3. Was carrier inspection performed or waived?
 - Government inspected?
 - 5. Enter disposition data. If Other, you must enter **remarks**.
 - 6. Enter artifacts to go with printed TDR (in addition to items above).
 - Enter additional remarks.
 - 8. Enter appropriation or accounting classification data.
 - 9. Upon entry of all data, Click **Send**.



GFM DIS COMPLETING PART II







GFM DISASSEMBLING THE PACKAGE



- After completion of Part II, the originator prints the TDR by clicking the Print link at the bottom of the Part II screen or any RFI screen.
- Originator compiles a TDR package with all necessary attachments (photographs, receipts, inspection reports, etc.) and MAILS THE PACKAGE TO THE APPROPRIATE CLAIMS OFFICE.

Without the complete TDR package, Claims cannot process the loss!



GFM DIS CLOSING THE TDR

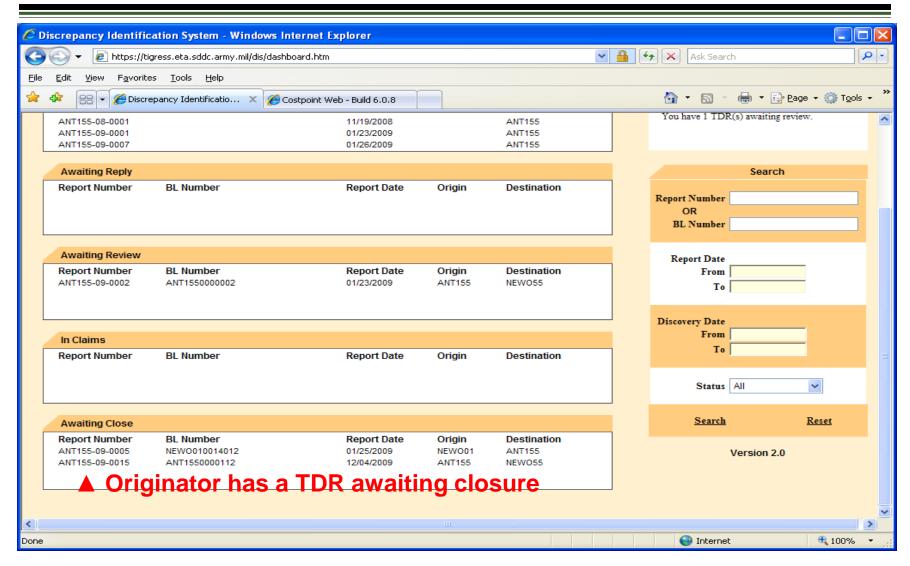


- Upon finalization of the claim by the Claims Office, the TDR goes back to the originator for closure.
- Originator can review the Claims Office comments on Part II of TDR, then click the <u>Close link</u> at the top of the screen.



GFM DIS CLOSING THE TDR







GFM DIS REVIEWING CLAIMS ACTIONS

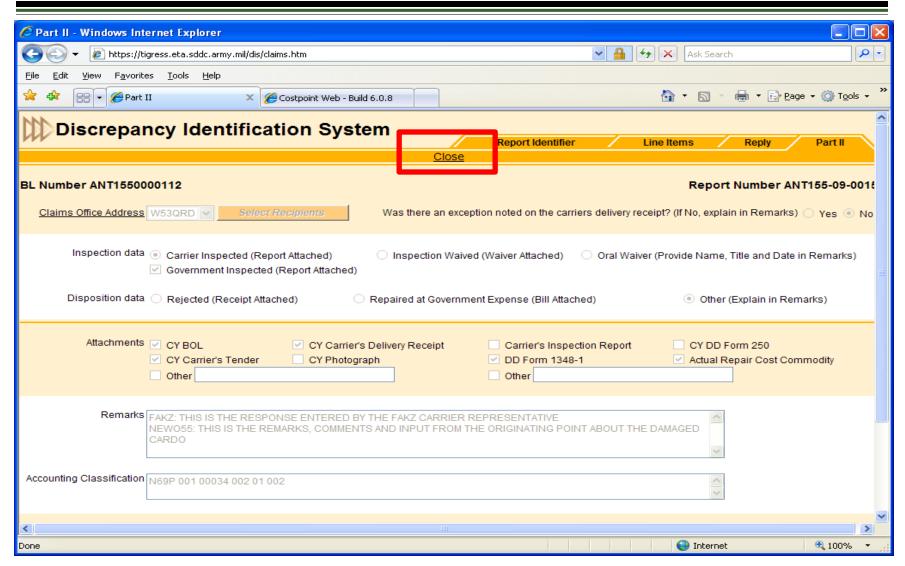


Part II - Windows Internet Explorer			
◆ lettps://tigress.eta.sddc.army.mil/dis/claims.htm	✓ 🔒 😝 🗙 Ask Search		
File Edit View Favorites Tools Help			
⇔	🚹 🔻 🔝 🕆 🕞 Page 🕶 🚳 Tools 🕶 🦥		
BL Number ANT1550000112 Report Number ANT155-09-0018			
Claims Office Address W53QRD Select Recipients Was there an exception note	ed on the carriers delivery receipt? (If No, explain in Remarks) O Yes No		
Inspection data Carrier Inspected (Report Attached) Inspection Waived (Waived (Waived (Report Attached))	r Attached) Oral Waiver (Provide Name, Title and Date in Remarks)		
Disposition data O Rejected (Receipt Attached) Repaired at Government Exper	nse (Bill Attached)		
	arrier's Inspection Report		
Remarks FAKZ: THIS IS THE RESPONSE ENTERED BY THE FAKZ CARRIER REPRESENTATIVE NEW055: THIS IS THE REMARKS, COMMENTS AND INPUT FROM THE ORIGINATING POINT ABOUT THE DAMAGED CARDO			
Accounting Classification N69P 001 00034 002 01 002	<u>^</u>		
Action by Clains Office DETAILS ENTERED BY THE CLAIMS OFFICE PERSONNEL ARE ENTERED H			
Print TDR Awaiting Close	Dáshboard 🔷 🗸		
Done	€ Internet € 100% ▼		



GFM DIS CLOSING THE TDR







GFM DIS GFM SUPPORT



- For system-related help, contact the Systems Response Center (SRC):
 - sddc.safb.gfmhd@us.army.mil (800) 462-2176, Option 3 for GFM
- For ETA problems (login/password, profile, etc.)
 sddc.safb.etaadminhd@us.army.mil
 (800) 462-2176, Option 6 for ETA
- For detailed instructions on the use of DIS, see the DIS Tutorial available from the <u>GFM Tutorials link</u> on the <u>GFM Main Menu</u>



GFM DIS



QUESTIONS?